

SEP 30 1953

The Honorable Joseph E. Dodge
The Director
Bureau of the Budget
Washington 25, D. C.

Dear Mr. Dodge:

This has reference to Bureau of the Budget Bulletin Number 54-1, dated 7 August 1953, concerning a review of assignment and use of automobiles, station wagons, and chauffeurs.

A special review has been made and the report requested is submitted herewith.

Sincerely,

L. A. White
Acting Deputy Director

2 Encl.
Encl 1 - Exhibit 54-1
Encl 2 - Add. info. re Exhibit 54-1.

A-DD/A:LEW:laq

Distributions:

0 & 2 - Add

2 - Comp

1 - C/LO

1 - C/CS

1 - DD/A *chronos & sub.*

1 - Admin Files

25X1A

A. Planned changes in fleet size

1. Cars on hand, July 1, 1953.....	135
2. Less excess or surplus awaiting disposal	0
3. Less replaced cars on hand	6
4. Additional cars on order	0
5. Net cars on hand and on order, July 1, 1953	129
6. Less total reductions in fleet:	
a. By increased use of:	
(1) Public transportation or taxicabs	
(2) Rented vehicles	
b. By better utilization	7
c. Because of decrease in activities	
d. Other	
7. Additions required	0
8. Inventory, June 30, 1954	122

(The following will be shown only on agency summary)

B. Source of additions required	
1. Transfers within agency	0
2. Seizures	0
3. Purchases	0
4. Other	0
C. Available for transfer to other agencies (A6 minus B1)	7

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